

HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
October 8, 2008

The Highland Redevelopment Commission ("Commission", "RC") met in Study Session on Wednesday, October 8, 2008 at 6:32 PM in the Council Chambers within the Municipal Building at 3333 Ridge Road, Highland, Indiana. The Study Session was called to order by President Adam Gawlikowski. The minutes were prepared by Cecile Petro, Redevelopment Director.

ROLL CALL: Present on silent roll call included Commissioners: Greg Kuzmar, Jim Kessler, Adam Gawlikowski, Brice Johnson, and Commissioner from the School Town Lawrence Vassar. Commissioner Noce was absent with notice. Also in attendance was Attorney Carol Green-Fraley. Economic Development Commissioner, George VandeWerken, entered later.

General Substance of the Study Session

The Commission discussed the **agenda** for the public meeting. No comments were made on the minutes by the members. The Commission discussed the **agenda** for the public meeting. No comments were made on the minutes by the members. Ms. Petro reported that the Hammond Redevelopment Commission made its first interest payment on the funds that were loaned to them to demolish the River Park Apartments site. The interest payment was \$50,531.28.

Director Petro referred to the latest handout on the additions and changes to the **Design Standards**. Commissioner Kuzmar reported that he and the Director met with Ken Mika, Building Superintendent, to discuss the addition of lighting standards and to review front setback issues in the downtown area. When these issues are resolved, then the Commission will be able to review and approve the entire document. It will then go to the Plan Commission for their approval and then to the Town Council for final approval.

Attorney Carol Green-Fraley reported that the **letter to provide for the use of tax increment for a new development** was legally acceptable. She also informed the commission that she is aware of at least one interested party that may respond to the RFQ (Request for Qualifications) for a Master Developer for the Redevelopment Area. President Gawlikowski presented an alternative letter for the Commission to consider. Discussion ensued.

Directed Petro presented information on **two conferences** she would like to attend: the CIP (Chicago Industrial Properties) Conference in Rosemont, IL on October 21-22, 2008 and the IACT (Indiana Association of Cities and Towns) Conference on October 13-14, 2008. The CIP Conference attracts numerous developers and NIPSCO will be paying for the registration of economic development professionals in Northwest Indiana. The IACT conference is a four day conference for municipal officials and staff. Ms. Petro would like to attend the workshops on two of those days.

ADJOURNMENT: The Study Session was adjourned at 7:09 PM for the Public Meeting.

**HIGHLAND REDEVELOPMENT COMMISSION
PUBLIC MEETING
October 8, 2008**

The Highland Redevelopment Commission ("Commission", "RC") met in a Public Meeting on October 8, 2008 at 7:10 PM in the Council Chambers of the Municipal Building at 3333 Ridge Road, Highland, Indiana. Redevelopment Commission President Adam Gawlikowski called the meeting to order.

ROLL CALL:

Present on roll call included Redevelopment Commissioners Adam Gawlikowski, Greg Kuzmar, Jim Kessler, Brice Johnson, and School Representative, Commissioner Lawrence Vassar. Absent with notice was Commissioner Dominic Noce. Also in attendance were Attorney Carol Green-Fraley and Economic Development Commissioner George VandeWerken. Taking minutes for the meeting was Redevelopment Director Cecile Petro.

MINUTES OF PREVIOUS SESSIONS:

Commissioner Johnson made a motion to accept the minutes as prepared for the Public Meeting and Study Session of September 10, 2008 and the Special Study Session of September 24, 2008. Commissioner Kessler seconded the motion. **Motion carried 4 ayes, 0 nays, and 1 absent.**

SPECIAL ORDERS: None

COMMUNICATIONS: None.

UNFINISHED BUSINESS AND GENERAL ORDERS: None

NEW BUSINESS:

President Adam Gawlikowski **tabled** the Supplement to the Highland Municipal Code, Section 214.180: RD-Redevelopment District (Architectural and Design Standards and Guidelines for the Redevelopment Area).

Commissioner Johnson made a motion to approve a letter that would provide for the use of tax increment financing for a new development, as revised in the previous study session. Commissioner Kessler seconded the motion. **Motion carried 4 ayes, 0 nays, and 1 absent.**

ACTION TO PAY ACCOUNTS PAYABLE VOUCHERS:

Commissioner Johnson made a motion to accept accounts payable claims as presented. Commissioner Kuzmar seconded the motion. **Motion passed 4 ayes, 0 nays, and 1 absent.**

BUSINESS FROM THE COMMISSIONERS: None

PUBLIC COMMENTS: None

NEXT MEETING:

The Redevelopment Commission will meet in a Public Meeting on November 12, 2008 with a Study Session before and following the Public Meeting. The next full Study Session will be October 22, 2008 at 6:30 PM.

ADJOURNMENT:

Commissioner Johnson made a motion to adjourn. Commissioner Kessler seconded the motion. **By a unanimous voice vote the meeting was adjourned at 7:19 PM.**

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION RECONVENED
October 8, 2008**

The Highland Redevelopment Commission ("Commission", "RC") did not reconvene the Study Session.

Redevelopment Commission

TOWN OF HIGHLAND

3333 Ridge Road ♦ Highland, Indiana ♦ 219-972-7598 ♦ fax 219-972-5097

October 9, 2008

James Zappia
Northwest Indiana Development Group, Inc.
1215 E. 143rd Street
East Chicago, Indiana 46312

Dear Mr. Zappia:

We are appreciative of your interest in considering a development in the Town of Highland's Redevelopment Area. All land within the Redevelopment Area has been designated as an allocation area under Indiana Code 36-7-14, which means that incremental taxes will be available to pay eligible redevelopment costs providing the developer meets specific statutory approval procedures, is consistent with the Redevelopment Area's Comprehensive Plan, and meets the guidelines of the Town's Architectural and Design standards.

On behalf of the Redevelopment Commission, I can state that the Town of Highland is willing to consider the use of incremental taxes to assist any development within the Redevelopment Area or to reimburse a developer for eligible redevelopment costs. As you are aware, the approval of such incremental tax use is subject to complying with the statutory requirements applicable to such use and the affirmative vote of various Town Commissions and the Town Council.

As you are also aware, the Redevelopment Commission is currently engaged in a "Request for Qualifications" process to select a master developer. Because the "Request for Qualifications" process has not been completed, we must carefully evaluate the extent to which approval of a development project prior to the selection of a master developer would compromise the process.

Our intent is not to discourage developers from bringing projects forward for consideration but to be forthright about the special fiduciary duties our current circumstances place upon us. Of necessity, our evaluation of any submittals prior to awarding a master development contract must take place within this context.

Thank you for your interest in working with the Town of Highland to redevelop our community.

Sincerely,

Adam G. Gawlikowski, President, on Behalf of the
Town of Highland Redevelopment Commission Members